

NEWPORT PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

July 16, 2015

1. Call to order: President Robin Skuncik Jones called the meeting to order at 4:30 p.m. in the Rotary Board Room of the Newport Public Library.

Attendance: Michael Dawson, Michael Dutton, Chuck Flippo, Robin Skuncik Jones, Linda Martin, Susan McCoy, David Reed, Jessica Walsh, library bookkeeper Annette Love and library director Anne Shepherd.

Excused: Jennifer Booth, Girard Galvin, David Gordon, Rita Slom,

Absent: Angel Gonzalez, Justin McLaughlin

2. Amendment to the agenda:

There were no changes or additions to the agenda.

3. Secretary's Report:

Susan McCoy asked for changes or additions to the June 18, 2015 Board meeting minutes. Hearing none, she asked for a motion to accept the minutes as presented

David Reed made a motion to accept the minutes as presented.

Michael Dutton seconded the motion. A roll call was taken. Michael Dawson, Michael Dutton, Robin Skuncik Jones, Linda Martin, Susan McCoy, David Reed and Jessica Walsh voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

4. Finance Committee report:

The financial statement for June 2015 was reviewed as well as year-end figures. Expenses are under budget for the year due to vacancies and new hires. Building expenses are over budget slightly. The budget for fiscal year 2015-2016 has passed. The library will receive approximately \$8,000 less than requested from the state and city.

Investments in June are down by 1.66% for a 2.5% gain for the year.

5. President's report:

Robin Skuncik Jones reminded the Board that there is no August meeting. The next meeting is in September and includes the annual meeting.

6. Nominating Committee report:

On behalf of the Nominating Committee, Linda Martin presented the slate of officers for the Board of Trustees for fiscal year 2015-2016:

President Michael Dawson

Vice President Jennifer Booth

Treasurer Michael Dutton

Secretary Susan McCoy

The slate of officers will be voted on at the Annual Meeting in September.

Linda Martin also reported that there are 12 voting members on the Board of Trustees. The bylaws state that there be between 9 and 15 members. At the end of the next fiscal year there will be vacancies that will need to be filled.

7. Building and Grounds Report:

David Reed commended the property maintenance staff for doing a lot of the building maintenance in-house. Anne Shepherd invited the Board to see the new planters at the Circulation Desk and progress in the reorganization Friends/Periodical area.

8. Financial Development Committee report:

Susan McCoy reported that there are 40 sponsors and 6 donors for the event so far. The event has received more money this year than last during this time period, a total of \$20,525. 984 invitations to the event were mailed this week.

9. Friends of the Library:

Chuck Flippo reported that the Summer Book Sale has been extended through July 20th. The sale has made \$3,600 in the first 4 days, \$600 more than last year's sale.

10. Director's Report:

Anne Shepherd reported that the downstairs renovation is underway. Shelving has been cleared and moved to make way for new offices. New shelving has been ordered for the Children's area. Murals featuring fish tanks will be painted in two alcoves.

Anne Shepherd, along with Property Manager Jim Mass, met with Scott Wheeler and Bill Boardman from the city to select a spot for the proposed drive up book drop. The book drop will be located in the rear parking lot but will not take up any parking spaces.

11. Old business:

Anne Shepherd reported that the auction took place on Sunday, June 21. The estimated value of the items was \$6,000-\$9,000. After the auctioneer's commission, the library received \$21,175 with one item going for \$16,000. This money will be used to renovate the Newport Room.

Two Chinese artifacts on loan to the Elms have been returned. Anne says she will contact Grogan and Sons to see if they are interested in auctioning them off.

b. Piano:

Anne Shepherd reported that Larry Brown has taken pictures of the piano and posted it for sale. Anne informed the Committee that Grogan and Sons, the auction house that handled the Chinese artifacts for the library, sold 2 pianos in a recent auction. She will contact them to see if they may be interested in auctioning the library's piano.

12. Adjournment:

The meeting was adjourned at 4:55 pm

The next meeting is scheduled on September 17, 2015.